

October 2013 FNS WBSCM Newsletter



Web Based Supply Chain Management



WBSCM News & Updates

USDA Foods for Schools Training Sessions

The goal for these trainings is to provide State agencies with the resources and tools necessary for a cost-effective USDA Foods Program. Training Objectives will include:

- * Maximizing state USDA Foods entitlement usage
- * Effective use of State Administrative Expense (SAE) and State Matching Funds
- * Working with School Food Authorities (SFAs) to obtain USDA Foods that complement commercial purchases and meet meal pattern requirements

Schedule

- * November 5-7, 2013 in Dallas, TX
- * November 19-21, 2013 in Chicago, IL
- * February 5-7, 2014 in San Francisco, CA
- * February 19-21, 2014 in Denver, CO

In this Issue:

- * WBSCM News & Updates
- * WBSCM Toolbox Spotlight
- * WBSCM Tips
- * Useful Links
- * What's Next?
- * Upcoming Events
- * WBSCM Help Desk
- * Contacts

WBSCM Tips

1. How do I use the filter feature in the CWB?

Use the filter feature on the right hand side to place a blank line at the top of the consolidation table. Enter information into the blank line within the column you wish to use as your filter. For this example use the FTL qty in the Quantity column. Press Enter, you will now only see those reqs that are a FTL. To remove the filter, click the Delete Filter link.

USDA United States Department of Agriculture
Web-Based Supply Chain Management

Welcome Ms. Natalie Lee Log Off

Home Operations Admin Reports Help

Order Processing Compliant Administration Recall Administration

Consolidate Requisitions

Back Req's Past Order By Date Ordered Product: 130015-CHEESE NATURAL AMER FBD BUREL-500 LB Unit Of Measure: LB FTL Quantity: 40,000

View: [Standard View] COLLAPSE All Unallocate Return Decline Update Req

Row Id	For FTL	Quantity	Ship Date	Ship-To	Ship-To Name	Ship-To City	Ship-To Rq	Multi Stop	Group No	Sold-To	Sold-To Name	Req No	Req Item No	Internal Ord	Program	Order By Date
▼	+0-12	40,300	01/15/2012	5600334	CAFE FAVORITES	ELBOW LAKE	MN		720771650	4900130	NIV HUMAN SERVICES DEPT	1000021164	000	ENTITLE-SY12	NSLP	
		40,300	01/15/2012	5600334	CAFE FAVORITES	ELBOW LAKE	MN		720771656	4900130	NIV HUMAN SERVICES DEPT	1000021164	000	ENTITLE-SY12	NSLP	
▼	+0-12	40,300	01/15/2012	5600400	CAVEVINDISH FARMIE	JAMESTOWN	ND		700472420	4900130	NIV HUMAN SERVICES DEPT	1000021164	000	ENTITLE-SY12	NSLP	
		40,300	01/15/2012	5600400	CAVEVINDISH FARMIE	JAMESTOWN	ND		766472426	4900130	NIV HUMAN SERVICES DEPT	1000021164	000	ENTITLE-SY12	NSLP	

2. Can I create a new requisition from the consolidated workbench screen?

In WBSCM you cannot create a new requisition in the workbench area. If you want to add a new requisition for a particular material, you can either change an existing requisition in the workbench to the delivery date/delivery location/quantity you desire or as an SDA you can create a new requisition on behalf of one of your RAs.

A full list of FAQs and tips can be found on the FDD Website at http://www.fns.usda.gov/fdd/WBSCM/WBSCM_General.htm

Reminder:

To ensure you receive the latest news and updates, register to receive free E-mail notifications when the WBSCM Homepage has been updated at www.fns.usda.gov/fdd/WBSCM and click the link "Email Updates".

WBSCM Toolbox Spotlight

1. Creating a complaint for an order created more than 12 months ago

If an order was created more than 12 months from the current date you will need to use the Creation Date with "In Period" selected and enter a date range further back.

Complaint/Order Search

Transactions

Search For:

Status:

Created:

Creation Date:

From:

To:

ID Type:

ID:

Go

Ship-To Inbox:

A mailbox has been established to receive requests to have SHIP-TO locations assigned to Domestic Business Partners and to establish new Ship-To locations within WBSCM. Please email FNS-7s to: WBSCM-Ship-To@fns.usda.gov.

2. Direct-Ship Delivery Periods Maintenance

On the Maintain Direct-Ship Delivery Periods search screen, filter your data set by entering multiple variables. This will help to reduce the amount of data that returns so you can more easily work with records that you want to update.

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Welcome Ms. Natalie Lee

Home **Operations** **Admin** **Reports** **Help**

Order Processing | Complaint Administration | Recall Administration

Maintain Direct-Ship Delivery Periods

tailed Navigation

- File Uploads/Downloads
- Catalog Maintenance
- Maintain Direct-Ship Delivery Periods**
- Manage RA Catalog Views
- Order Management
- Shipment Receipts
- Entitlement Management
- NW Delivery Calendar

rtal Favorites

- Domestic Order Entry
- SDA Entitlement Budgeting for NSLP

Search / Filter Delivery Periods

Reset

Catalog Program:

Commodity:

Commodity Descr.:

From Date: To

To Date: To

Order by date: To

Multiple Selection

Option	From	To
<input type="checkbox"/>	NSLP	
<input type="checkbox"/>	SFSP	
<input type="checkbox"/>		
<input type="checkbox"/>		

Row 1 of 5

Multiple Selection

Option	From
<input type="checkbox"/>	100158
<input type="checkbox"/>	100159
<input type="checkbox"/>	
<input type="checkbox"/>	

Row 1 of 5

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Useful Links

WBSCM: <http://www.usda.gov/wbscm>

FDD: <http://www.fns.usda.gov/fdd/wbscm>

What's Next?

Future Targeted Initiatives

- * WBSCM Technical Upgrade

Upcoming Events

USDA Foods for Schools Training Sessions

November 5-7, 2013 Dallas, Texas

November 19-21, 2013 Chicago, Illinois

Communicate with FNS – questions, concerns, issues

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WBSCM Service Desk

The WBSCM Service Desk contact information is as follows:

Call-in phone number is: 877-WBSCM-4U or 877-927-2648

Email inquiries:
WBSCMhelp@ams.usda.gov

Web form link on WBSCM Portal : <https://srai.service-now.com>. From this link users can access a form and submit it to the WBSCM Service Desk as well as monitor the status of their help ticket. This is a separate application from WBSCM and will require an additional login and password. Users will enter the WBSCM email address as the logon and a password can be created. Using this site is optional.

Hours of Operation: 8:00 AM to 6:00 PM ET

Suggestion Box

Is there something you would like to see in the newsletter? Send your thoughts and comments to ja-karra.nichols@fns.usda.gov